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ABSTRACT

Designed to assist community college and university representatives from specific academic disciplines in their discussions of articulation of degree programs, curricula, transfer of students and other related topics, this handbook provides information on how to implement statewide postsecondary articulation and outlines the duties and responsibilities of the chairpersons and members of the articulation task forces (ATF). Following introductory comments on the articulation project, the guidebook defines articulation and the role of the ATF. The next section enumerates the official activities of an ATF (e.g., facilitates the transfer of credits from the community colleges to the universities, develops methods to communicate accurate information to students, reviews and updates the content of the "Arizona Higher Education Course Equivalency Guide," and establishes a communication process regarding program changes. Next, the responsibilities of the ATF chair and members before, during, and after the meetings are outlined. Appendices include information on the Academic Program Articulation Steering Committee; samples of information on ATF meetings and reports; and samples of other articulation materials. (LAL)

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January, 1985

HANDBOOK

FOR

ARTICULATION TASK FORCES

1984-85

Developed by

Irene Wright, Facilitator
Academic Program Articulation Steering Committee

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INTRODUCTION

On February 4, 1983, the Joint Conference Committee of the Arizona State Board of Regents and the Arizona State Board of Directors for Community Colleges established the Academic Program Articulation Steering Committee (APASC). The APASC was charged with planning and convening meetings of representatives from specific academic disciplines at the public universities and community colleges to discuss articulation of degree programs, curriculum, transfer of students, and other related topics. (see Appendix A, pages 11-14, for APASC Members, Goals and Organizational Relationships)

This handbook is designed to provide information on how to implement statewide postsecondary articulation. In addition, the chairperson's and members' responsibilities before, during, and after the meetings are outlined.

WHAT IS ARTICULATION?

Articulation is the process of developing a harmonious working relationship between two-year and four-year institutions. The result is agreements and/or mechanisms which ensure that students can readily transfer from one institution to another with minimal academic problems.

Why Is Articulation Important?

Articulation is important so that students who transfer among Arizona institutions experience minimal loss of credit within their programs of study.

What Is The Goal Of Articulation?

The goal of articulation is to serve transfer students by:

- o Removing the transfer barriers and
- o Providing accurate information on a timely basis to assist students in planning for transfer among community colleges and/or public universities within Arizona.

WHAT IS AN ARTICULATION TASK FORCE (ATF)?

An Articulation Task Force (ATF) consists of faculty members who represent their institution and their discipline. The ATF provides community colleges and public universities with a forum to cooperatively exchange articulation information on a timely basis. The issues discussed and the decisions and recommendations made by the ATF will directly influence student transfer.

How Is An ATF Established?

1. The APASC establishes an ATF or it delegates articulation responsibilities to an existing group.
2. The chief academic officer of each community college and public university identifies an ATF member.
3. The chief academic officer also submits a list of disciplines and Bachelor's Degrees related to the ATF.
4. The APASC schedules the first meeting for a new ATF and coordinates the inclusion of articulation issues into meetings of existing groups.
5. The APASC determines the articulation portion of the agenda for ATF meetings.
6. ATF members determine the other agenda items as well as the format, time, and location of subsequent meetings.

What are the Outcomes of ATF Meetings?

- o Update of the Arizona Higher Education Course Equivalency Guide
- o Exchange of University Advisement Checklists for Majors
- o Resolution of certain trarsfer issues
- o Summary of recommendations and decisions made related to articulation
- o Summary of unresolved issues

WHAT ARE THE OFFICIAL ACTIVITIES OF THE ATF?

1. Facilitates the transfer of credits from the community colleges to the universities for students who have selected that discipline.

    a. Resolves the issues involved with accepting transfer credits to meet program requirements.

    b. Provides a mechanism for anticipating and/or resolving transfer issues.

2. Develops methods to communicate accurate information (University Advisement Checklists for Majors) to community college students regarding degree program requirements of the universities and the transferability of community college courses to those programs.

    e.g., Exchange University Advisement Checklists for Majors.

3. Reviews and updates the content of the Arizona Higher Education Course Equivalency Guide.

    Evaluates the content of specific courses in order to facilitate transfer among institutions.

4. Establishes a communication process for programmatic changes as they are under development.

    a. Identifies the impact of proposed programmatic changes under development at the community colleges or universities which may affect the transferability of credits.

    b. Identifies the impact on transfer students of recently approved community college and university course and/or program additions, modifications, and deletions.

5. Gives consideration to the possibility of common course prefixes, numbers, and titles.

6. Reports to the APASC and appropriate institution administrators.

    a. Summarizes recommendations and decisions related to articulation.

    b. Summarizes any issues that cannot be resolved.

ATF CHAIRPERSON

What Are My Responsibilities?

After your selection as chairperson, you will meet with the APASC facilitator. The facilitator will orient you and serve as a resource person. Your responsibilities include:

Before the Meeting

Arrange for meeting location, map, meeting break, host or no-host meals, parking, etc.

Collect, develop, and send meeting packets to ATF members 45 days prior to ATF meeting. (see Appendix B, pages 15-19 for samples)

Packets should include:

a. Meeting Announcement
b. Agenda
c. List of ATF members (current)
d. List of ATF Disciplines and Bachelor's Degrees
e. Handbook for Articulation Task Forces (new members only)

Send the agenda, including the date, time, and location to the Chief Academic Officers. (see Appendix C, pages 20-21 for names and addresses)

During the Meeting

Conduct the business identified on the agenda.

Ensure that edited pages of the Arizona Higher Education Course Equivalency Guide (CEG) which are acceptable are signed and dated by the appropriate community college and university ATF members. EVERYTHING MUST BE LEGIBLE. (see Appendix E, page 24)

Ensure that University Advisement Checklists for Majors have been exchanged. (see Appendix F, page 26)

Facilitate discussion related to articulation issues.

Ensure that notes regarding recommendations, decisions, and unresolved issues are recorded.

After the Meeting

Prepare summary of recommendations, decisions, and unresolved issues. (see Appendix D, page 22 for a sample)

Send copies of the following to the Chief Academic Officers. (see Appendix C, pages 20-21)

1. A list of ATF attendees
2. A summary of recommendations and decisions
3. A summary of any unresolved issues

Send copies of appropriate sections of the edited CEG to the CEG Coordinator at each institution. (see Appendix E, page 23)

Send the edited pages of the CEG to the CEG Editor. (see Appendix E, pages 23-24)

Participate as a spokesperson for the ATF in any further discussions or meetings related to unresolved articulation issues.

COMMUNITY COLLEGE ATF MEMBER

What Are My Responsibilities?

Before the Meeting

Read all materials provided by the ATF chairperson.

Consult with other faculty members at your institution concerning articulation issues or other agenda items for the ATF meeting.

Communicate concerns and issues with other ATF members so that articulation activities may be efficiently handled during the meeting.

Contact your ATF chairperson to add agenda items.

Send to all ATF members 30 days prior to the meeting the following:

A copy of your institution's present and proposed course descriptions for ATF disciplines.

Get from your institution's CEG Coordinator a copy of the current printout(s) of the Arizona Higher Education Course Equivalency Guide (CEG) for the ATF discipline(s). (see Appendix E, page 24 for a sample)

Review the universities' evaluations of the courses listed on the CEG printout(s). Do the following:

1. Get a copy of your institution's official course descriptions for the ATF disciplines and the catalogs for the three state universities. (see your department chairperson or instructional dean)

2. Compare each of the course descriptions to the universities' course descriptions. (refer to Appendix E, page 25 for abbreviations used in the CEG)

3. Note any perceived mismatches of course evaluations on a copy of the CEG printout(s). EVERYTHING MUST BE LEGIBLE.

   e.g., A university has evaluated a community college course as DEC., E., or N.T. However, based on course descriptions, there is an equivalent university course. Note the equivalent course prefix, number, and credits on the copy of the CEG printout.

Send to the university ATF members 30 days prior to the ATF meeting the following:

1. The CEG printout(s)

2. The copy of the CEG printout(s) with the perceived mismatches noted and recommendations to change university evaluations

Review changes in course evaluations made by the university ATF members and your previous recommendations.

Come to the ATF meeting prepared to discuss any unresolved course evaluations and any concerns regarding the University Advisement Checklists for Majors.

During the Meeting

Your attendance is vital to the effectiveness of the articulation function.

The long range goals developed by APASC are the primary subject matter for meetings.

In addition, ATF members are encouraged to use this forum to exchange information related to transfer issues.

After the Meeting

The official dissemination of ATF recommendations and decisions is the responsibility of the ATF chairperson. However, as a representative of your institution, you are responsible to make sure that your colleagues and other school personnel concerned with articulation have the most current information.

e.g., Institution CEG Coordinator
Instructional Dean
Admissions Dean
Department Chairperson

UNIVERSITY ATF MEMBER

What Are My Responsibilities?

Before the Meeting

Read all materials provided by the ATF chairperson.

Consult with other faculty members at your institution concerning articulation issues or other agenda items for the ATF meeting.

Communicate concerns and issues with other ATF members so that articulation activities may be efficiently handled during the meeting.

Contact your ATF chairperson to add agenda items.

Send to all ATF members 30 days prior to the meeting the following:

A copy of your institution's present and proposed course descriptions for ATF disciplines.

University Advisement Checklists for Majors, effective the next academic year, for ATF Bachelor's Degrees. (see Appendix F, page 26 for a sample)

Do the following in consultation with the person from your college responsible for evaluating community college courses listed in the CEG.

Review the perceived mismatches and recommendations submitted by each community college ATF member.

1. Get your university's catalog and the course descriptions approved since the catalog was published.

2. Use the official course descriptions submitted by the community colleges and your course descriptions.

3. Evaluate perceived mismatches and determine acceptability of recommendations.

    a. For acceptable recommendations, mark the changes on the original CEG printout(s). EVERYTHING MUST BE LEGIBLE.

    b. For unacceptable recommendations, note an explanation on a separate sheet.

e.g., A community college has made a recommendation to change a university course evaluation based on the description in the current university catalog. However, the university has changed the course since the catalog was published.

Check that all other course evaluations in the CEG reflect the current courses offered by your institution.

1. For incorrect course evaluations, mark changes on the CEG printout(s). EVERYTHING MUST BE LEGIBLE.

2. Note an explanation on a separate sheet.

   e.g., A university has changed a course number without changing the CEG.

Sign, date, and print your institution's name on each page of the printout(s). EVERYTHING MUST BE LEGIBLE.

Write a memo to the ATF Chairperson and to the ATF member of that community college which includes the explanation for unacceptable recommendations and incorrect evaluations.

Make two copies of the edited and signed printout(s) and memos.

Send the original CEG printout(s) with changes and memo to the ATF chairperson.

Send one of the copies to the ATF member of that college and keep the other copy for your record.

During the Meeting

Your attendance is vital to the effectiveness of the articulation function.

The long range goals developed by APASC are the primary subject matter for meetings.

In addition, ATF members are encouraged to use this forum to exchange information related to transfer issues.

After the Meeting

The official dissemination of ATF recommendations and decisions is the responsibility of the ATF chairperson. However, as a representative of your institution, you are responsible to make sure that your colleagues and other school personnel concerned with articulation have the most current information.

e.g., Institution CEG Coordinator
Instructional Dean
Admissions Dean
Department Chairperson

APPENDIX A

MEMBERSHIP OF THE ACADEMIC PROGRAM ARTICULATION STEERING COMMITTEE, 1984-85

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Provost/Vice President of
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Joseph W. Cox
Vice President for
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Wayne Gerken
Vice President for
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Jack B. Kinsinger
Vice President for
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965-4995

Sharon Wheeler
Assistant Director for Research
State Board of Directors for
Arizona Community Colleges
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255-3109

Odus V. Elliott
Associate Director for
Academic Programs
Arizona Board of Regents
Education Building
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Phoenix, AZ 85007
255-4082

* Chairperson

APPENDIX A

LONG RANGE GOALS OF APASC

1. For every transfer discipline, establish an Articulation Task Force which:

   a. Facilitates the transfer of credits from the community colleges to the universities for students who have selected that discipline.

   b. Develops methods to communicate accurate information (University Advisement Checklists for Majors) to community college students regarding degree program requirements of the universities and the transferability of community college courses to those programs.

   c. Reviews and updates the content of the Arizona Higher Education Course Equivalency Guide.

   d. Establishes a communication process for programmatic changes as they are under development.

   e. Gives consideration to the possibility of common course prefixes, numbers, and titles.

   f. Sends a summary of ATF recommendations, decisions, and unresolved issues to the Academic Program Articulation Steering Committee and appropriate institution administrators.

2. Discuss the credit by examination policies of the community colleges and universities and identify the effects of those policies on students who transfer.

3. Develop methods to communicate the new university admission requirements to community college students and to identify and resolve any issues that may arise from the implementation of the new requirements.

4. Encourage each of the institutions within the state to develop procedures to review instances in which a student transferring to that institution loses academic credit. Any general recommendations that result of such reviews should be communicated to other institutions within the state.

5. Develop a standard definition of "transfer student" and recommend that the definition be used in research reports concerning the academic performance of students who transfer from the community colleges to the universities.

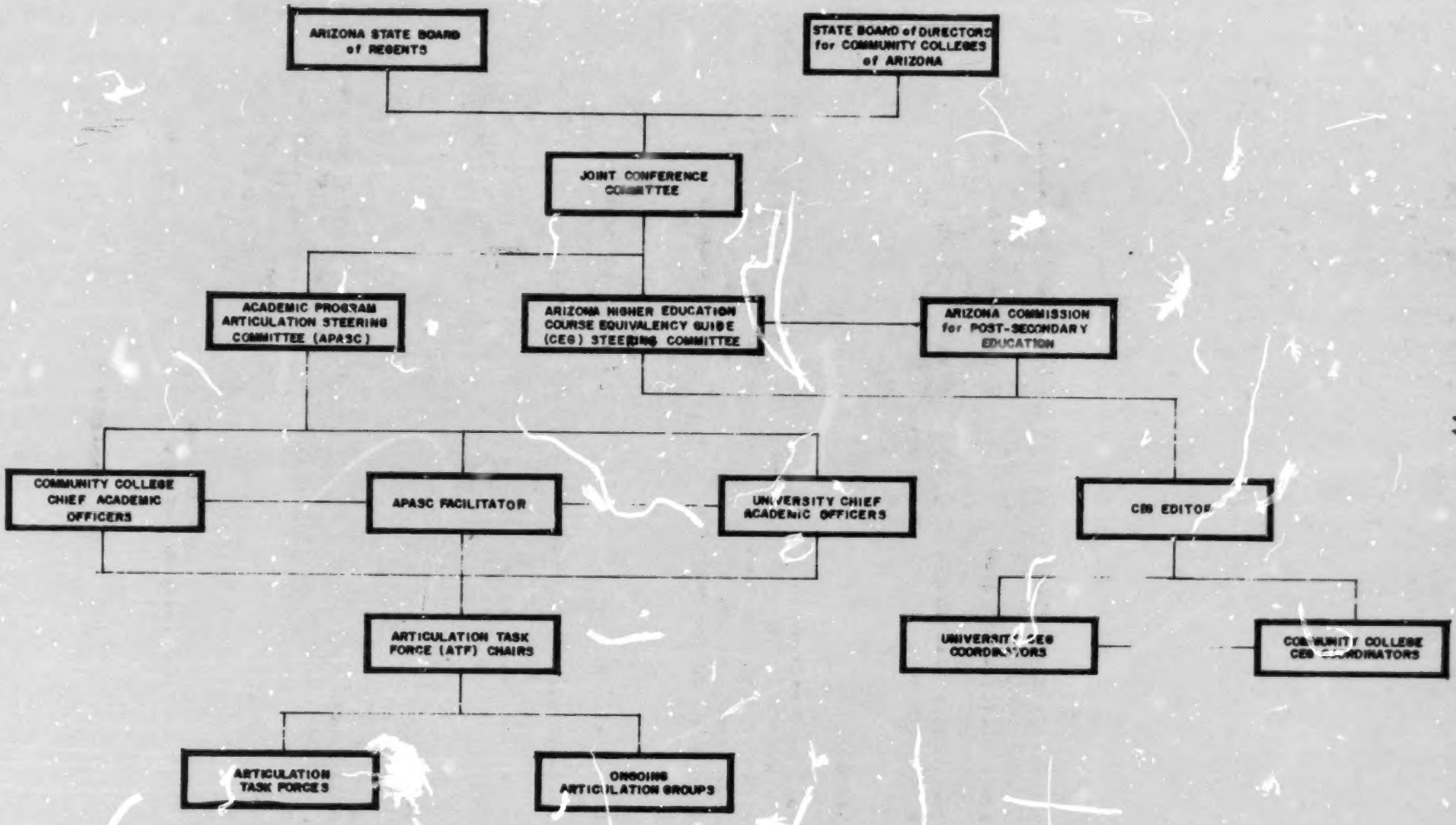
6. Consider the standardization of semester beginning and ending dates for all public universities and community colleges.

7. Encourage accurate, concise catalog descriptions for all programs and courses.

8. Encourage the development of Associate in Arts degree programs that will meet the general education requirements of the colleges of Liberal Arts or Arts and Sciences at the universities.

9. Encourage the development of two-plus-two programs or other specifically articulated programs for the bachelor's degrees offered by the professional colleges at the university.

APPENDIX A
APASC: ORGANIZATIONAL RELATIONSHIPS


ARIZONA STATE BOARD of REGENTS
STATE BOARD of DIRECTORS for COMMUNITY COLLEGES of ARIZONA
JOINT CONFERENCE COMMITTEE
ACADEMIC PROGRAM ARTICULATION STEERING COMMITTEE (APASC)
ARIZONA HIGHER EDUCATION COURSE EQUIVALENCY GUIDE (CEG) STEERING COMMITTEE
ARIZONA COMMISSION for POST-SECONDARY EDUCATION
COMMUNITY COLLEGE CHIEF ACADEMIC OFFICERS
APASC FACILITATOR
UNIVERSITY CHIEF ACADEMIC OFFICERS
CEG EDITOR
ARTICULATION TASK FORCE (ATF) CHAIRS
UNIVERSITY CEG COORDINATORS
COMMUNITY COLLEGE CEG COORDINATORS
ARTICULATION TASK FORCES
ONGOING ARTICULATION GROUPS

BEST COPY AVAILABLE

APPENDIX B

SAMPLE ATF MEETING ANNOUNCEMENT

ATE:

TO: _____ Articulation Task Force Members

FROM: _____, Chairperson

RE: _____ Articulation Task Force Meeting

Your Chief Academic Officer has indicated that you are willing to serve as a member of the _____ Articulation Task Force (ATF). A meeting has been scheduled for _____, _____ __, 198_ at _____ _.M. It will be held at _____, Arizona, and hosted by _____.

Information on parking, lunch, etc.

I have enclosed the following to prepare you for the meeting:

1. Meeting Agenda
2. ATF Membership List
3. List of ATF Disciplines and Bachelor's Degrees
4. Handbook for Articulation Task Forces (new members only)

In an effort to meet the ATF objectives listed in the Handbook, each member has specific responsibilities prior to the meeting. Directions for carrying out these responsibilities are listed in detail on pages 7-10 of the Handbook. A summary of your responsibilities follows:

30 days prior to the meeting

All ATF Members:

Send to all ATF members a copy of your institution's present and proposed course descriptions for ATF disciplines.

University ATF Members:

Send to all ATF members a copy of University Advisement Checklists for Majors, effective the next academic year, for ATF Bachelor's Degrees.

BEST COPY AVAILABLE

Community College ATF members:

Send to the university ATF members the following:

1. The CEG printout(s) for the ATF disciplines

2. A copy of the CEG printout(s) with the perceived mismatches noted and recommendations to change university evaluations

10 days prior to the meeting

University ATF members:

Send the original CEG printout(s) with changes and a memo to the ATF Chairperson and to the appropriate ATF member.

I am looking forward to a very productive Articulation Task Force meeting.

APPENDIX B

SAMPLE ATF AGENDA

_____ Articulation Task Force

Date:

Time:

Place:

I. CALL TO ORDER

A. Introductions

B. Orientation

II. NEW BUSINESS

A. New university admissions requirements

B. University Advisement Checklists for Majors (Programmatic Changes)

C. Arizona Higher Education Course Equivalency Guide

D. Course numbering system for Arizona community colleges

E. Common course numbers

F. Use of computers in ATF disciplines

G. Communication process

III. ATF ORGANIZATION

A. Election of ATF Officers

B. Plans for next meeting

IV. ADJOURNMENT

BEST COPY AVAILABLE

APPENDIX B

SAMPLE LIST OF ATF MEMBERS

_____ ARTICULATION TASK FORCE

ARIZONA STATE UNIVERSITY
Tempe, AZ 85287

ARIZONA WESTERN COLLEGE
P. O. Box 929
Yuma, AZ 85364

CENTRAL ARIZONA COLLEGE
Woodruff at Overfield Road
Coolidge, AZ 85228

COCHISE COLLEGE, DOUGLAS CAMPUS
Douglas, AZ 85607

EASTERN ARIZONA COLLEGE
Thatcher, AZ 85552

THE COLLEGE OF GANADO
Ganado, AZ 86505

GLENDALE COMMUNITY COLLEGE
6000 West Olive Avenue
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108 North 40th Street
Phoenix, AZ 85034

MESA COMMUNITY COLLEGE
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Mesa, AZ 85202

MOHAVE COMMUNITY COLLEGE
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Flagstaff, AZ 86011

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PIMA COMMUNITY COLLEGE
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RIO SALADO COMMUNITY COLLEGE
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UNIVERSITY OF ARIZONA
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YAVAPAI COLLEGE
1100 East Sheldon Street
Prescott, AZ 86301

APPENDIX B

SAMPLE LIST OF DISCIPLINES AND BACHELOR'S DEGREES IN ARIZONA COMMUNITY COLLEGES AND UNIVERSITIES

for

Philosophy, Religious Studies Articulation Conference
(Philosophy and Religious Studies Articulation Task Force)

1984-85

Disciplines

AWC:	PHL	Philosophy
CAC:	PHIL	Philosophy
COCHISE:	PL	Philosophy
EAC:	PH	Philosophy
GANADO:	PHI	Philosophy
MCCCD:	PI	Philosophy
	RN	Religious Studies
MOHAVE:	PHI	Philosophy
NAVAJO:		
NPC:	PHL	Philosophy
PIMA:	PHI	Philosophy
	REL	Religion, Comparative
YAVAPAI:	PHI	Philosophy
ASU:	PHI	Philosophy
	REL	Religious Studies
NAU:	PHL	Philosophy
	REL	Religious Studies
UA:	PHIL	Philosophy
	RELI	Religious Studies

Bachelor's Degrees

ASU:	Bachelor of Arts - Philosophy Bachelor of Science - Religious Studies	
NAU:	Bachelor of Arts - Philosophy Bachelor of Science - Philosophy	
UA:	Bachelor of Arts - Philosophy Bachelor of Science - Religious Studies	

APPENDIX C

CHIEF ACADEMIC OFFICERS, 1984-85

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APPENDIX D

SAMPLE FORMAT FOR ATF SUMMARY

(NAME OF THE ARTICULATION TASK FORCE)

MO. / DAY / YEAR

ATTENDEES (Name and Institution)

SUMMARY OF RECOMMENDATIONS AND DECISIONS

SUMMARY OF UNRESOLVED ISSUES

APPENDIX E

INSTITUTION COORDINATORS FOR
COURSE EQUIVALENCY GUIDE (CEG)

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~~Ms. Ginny Stahl~~
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Mr. Bruce Stanfield
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Doneilleen Wisehart, Secretary
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APPENDIX E

SAMPLE COURSE EQUIVALENCY GUIDE (CEG) PRINTOUT

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PIMA COMMUNITY COLLEGE

PCC	A.S.U.	N.A.U.	U of A
-ENGINEERING			
ENG110(3)	DEC(CEE)	E.	DEC(CE)
ENG120(3)	IND111(2)/ ECE104(2)	EGR170(2)	CE110(3)
ENG130(3)	CEE241(3)	EGR270(3)	CE151(3)
ENG140(3)	N.T.	N.T.	ECE101(3)
ENG210(3)	CON221(3)/ ECE210(3)	E.	CE214(3)
ENG220(3)	ECE312(3)**	EGR252(3)	AME232(3)
**ASU - MUST HAVE GRADE OF B OR BETTER FOR TRANSFER.			
ENG230(3)	E.**	EGR253(3)	CE217(3)
**ASU - ELECTIVE CREDIT EXCEPT FOR ENGINEERING MAJORS.			
ENG240(3)	DEC(ELT)	IE242(4)	ECE271A(3)
ENG245(3)	TST200(3)	IE141(3)	ECE221(3)
ENG250(3)	N.T.	?DEC(TEC)	SIE270(2)
ENG260(3)	N.T.	N.T.	ECE207(3)

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APPENDIX E

COURSE ACCEPTABILITY ABBREVIATIONS

FOR

ARIZONA HIGHER EDUCATION COURSE EQUIVALENCY GUIDE (CEG)

N.T.	Not acceptable for transfer credit (Non-transferable)
XX-101	Accepted as being equivalent to that specific course at the College or University
XX-101*	Will transfer as an equivalent course, but at lower division credit
E.	"University - College Transfer Credit" A limited number accepted as fulfilling hours in lower division needed for graduation, but may not meet either departmental or general (liberal) studies credit. Check specific degree limitations. (Elective General University)
DEC.	"University - College Transfer Credit" A limited number accepted as credit in department indicated to fulfill lower division elective credit in major or minor area. Check departmental major. (Departmental Elective Credit)
GSC.	"University - College Transfer Credit" A limited number accepted as fulfilling credit hours in one of the general (liberal) studies areas. Check degree requirements. (General Studies Credit)
Tech	Technology - Refer to University of Arizona general transfer statement.
** or **	"Footnotes" indicates some additional information. This information will be located immediately following the individual course listing or at the end of a discipline listing.
U/E	Course currently being evaluated, but evaluation process has not been completed at the time of printing.
/	Or
&/(comma)	And

ERIC Clearinghouse for Junior Colleges
JUL 5 1985

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APPENDIX F
SAMPLE UNIVERSITY ADVISEMENT CHECKLIST FOR MAJORS

ARIZONA STATE UNIVERSITY
SCHOOL OF ENGINEERING

CURRICULUM CHECK SHEET

Catalog: 83-85
Degree BSE

Name _____ SS# ___-__-____
Address _____

MAJOR BIOENGINEERING
Area of Emphasis _____
Date of Anticipated Completion _____
ASU Cumulative GPA _____ for _____ sem hrs
Transferred from _____

PREENGINEERING & NON-DEGREE CREDITS

(See General Catalog for Univ. English Proficiency Requirements)	Hrs Hr	Cr Tr	Trans From	Gr
ENG 101 English	3			
ENG 102 or 108 English	3			
MAT 116 Alg & Trig	4			
PHY 111, 113 or PHY 101	4			

I. GENERAL STUDIES (47 sem hrs)
(18 hrs min HUM & SS; 31 hrs min Sci & Math)

HUMANITIES AND FINE ARTS (6 hrs min)	Hrs Hr	Cr Tr	Trans From	Gr

BEHAVIORAL & SOCIAL SCIENCES (6 hrs min)				
ECN 201 Princ of Econ	3			

SCIENCE & MATHEMATICS				
CHM 116 Gen Chem	4			
PHY 115 Univ Phys	4			
PHY 116 Univ Phys	4			
PHY 117 Phys Lab	1			
PHY 118 Phys Lab	1			
MAT 290 Calc I)	5			
MAT 291 Calc II)	5			
*or MAT 270 Calc I (4)				
MAT 271 Calc II (4)				
MAT 272 Calc III (4)				
MAT 274 or ECE 380	3			
MAT 242 or ECE 382,384 or 386	2			
ECE 383 Prob & Stat	2			

Sub Total (I) ___

II. ENGINEERING CORE (32 sem hrs)

ECE 102 Intro/Engrg	2			
ECE 104 Graphics	2			
ECE 122 Comp Prog	2			
ECE 210 Statics	3			
ECE 304 Elec Ntwks	4			
ECE 312 Dynamics	3			
ECE 313 Solids	3			
ECE 334 Elec Devices	4			
CHM 441 Phys Chem	3			
CHM 442 Phys Chem	3			
ECE 400 Engrg Comm	3			

Sub Total (II) ___

*10 hrs only applicable to degree.

III MAJOR (51 sem hrs)

	Hrs Hr	Cr Tr	Trans From	Gr Gr
AGB 435 Animal Physio	4			
CHE 331 Trans Phen	3			
or MAE 371 Fl Mech (3)				
CHE 411 Biomed Engrg I	3			
CHE 412 Biomed Engrg II	3			
CHE 413 Physio Instru	3			
CHE 492 Chem Engrg Proj	2			
CHM 113 Gen Chem	4			
CHM 331 Gen Org Chem	3			
CHM 332 Gen Org Chem	3			
CHM 335 Chem Lab	1			
CHM 361 Princ of Biochem	3			
EEE 465 Clin Engrg I	3			

TECHNICAL ELECTIVES--18 sem hrs
(2 courses of engrg sci and 1 of engrg design type content req'd)

Sub Total (III) ___

GRADUATION REQUIREMENTS
Regular Curriculum....130 sem hrs
(plus preengineering and non-degree credits)

Total Upper Div. Hrs. _____
(Minimum required: 51 sem hrs)

SEMESTER HOUR SUMMARY

	Hrs/ASU	Tr Hrs	Total
I. GENERAL STUDIES			
II. ENGINEERING CORE			
III. MAJOR			
Total Program Hours			

Submitted by _____ _____
Student Signature Date

Approved _____ _____
Advisor Date

Approved _____ _____
Department Chairman Date

Approved _____ _____
Dean Date